

## PORTAGE CREEK VILLAGE COUNCIL 2007 IGAP GRANT PROPOSAL

### I. INTRODUCTION

The Native village of Portage Creek is located in Southwest, Alaska. It is the first village on the Nushagak River and is situated approximately 29 air miles east of Dillingham and west of Naknek, Alaska. Portage Creek is a federally recognized tribe and the only governing body in the village.

In recent years our tribal council and tribal members have concentrated efforts on revitalizing our village but have faced some setbacks. With the closure of the school in 2005 most residents have been forced to relocate to other communities in order for their kids to go to school and now use Portage Creek as a second home during the summer and early fall until school starts again.

Travel to other villages is by air, boat, skiff, and snow machine since there are no connecting road systems. Pen Air flies in the mail once a week on Wednesdays; all other flights are charters and costly. Fuel, freight and other large bulk items are barged in from Dillingham. Shipment costs continually increase each year.

Being a small village, we are still in the development stages of providing basic services and expanding infrastructure for the village. Portage Creek has been running its own electrical system as of October 2001. An engineering study on water and solid waste was prepared in fall of 2001. A HUD housing project was recently completed in March of 2003. Our village does not have an official post office and residents have to travel into Dillingham for health care and shopping.

Ninety-two percent (92%) of our population is Native. Tribal members derive much of their income from commercial fishing; however with the declining value of commercial fishing residents have become more dependent on jobs created by the village council and other organizations while they continue to rely on a subsistence way of life for sustenance.

#### A. Environmental Issues

With mining on the rise statewide and pending development of the Pebble Project (Northern Dynasty Mines, Inc.) and other nearby deposits, we are concerned about potential impacts to our commercial fishing and subsistence resources. If developed, the Pebble Project will be the largest gold and copper mining operation in North America. The deposit is located at the headwaters of the Koktuli River, a major tributary of the Nushagak-Mulchatna watershed that provides vital habitat for salmon and primary producer of Chinook salmon. Residents of Portage Creek depend on the Nushagak-Mulchatna system for subsistence fishing and hunting and other food sources. Staying abreast of the Pebble Project, becoming more informed about ongoing environmental baseline studies and permitting processes, as well as learning from villages already impacted by mineral development will continue to be a high priority for our village and environmental program over the next several years.

A long-standing village specific issue is our dumpsite, which is at or nearing capacity and located too close to the airport. The present dumpsite needs to be closed and a new one constructed in order to comply with ADEC and FAA requirements. A major impediment to securing a suitable site is acquiring land that meets the one-mile separation distance requirement. We have held several meetings with Choggiung Ltd. to discuss conveying additional land under ANCSA provisions. We need to continue to pursue this option as well as explore other solid waste disposal alternatives (e.g. burn box, transporting waste to Dillingham's landfill, coordinating with the newly formed Dillingham based recycling group). The area immediately upstream and downstream of Portage Creek is one of the most intensively used areas by personal and commercial sport fishing and hunting groups and creates additional solid waste problems during the summer and fall seasons as well as human waste disposal concerns as there are no public facilities available.

Remaining environmental health issues include septage disposal from individual homes and final approval from ADEC on remediation of the soil contaminated by an oil spill at the tribally owned tank farm. Individual septic systems were installed for HUD homes constructed several years ago; however, there is no sludge pit for discharging waste at this time. Future plans for a new dumpsite include a bio-solid monofill cell and will be pursued once the land acquisition issue is resolved. In the meantime, we will re-initiate discussions with the Bristol Bay Housing Authority on alternative measures for septage disposal for HUD homes.

Final approval of the soil remediation from the tank farm fuel spill and closure of the case file hinges on ADEC's site visit this summer/fall. A spill response plan and/or prevention measures needs to be developed to ensure future spills do not occur and tank farm operations meet ADEC requirements. Earlier this summer several privately owned drums believed to contain fuel or waste oil floated downriver during spring breakup. We need to document potential contamination sources prior to spring breakup and educate homeowners on safe storage of fuel drums and hazardous substances. This is a high priority for our environmental program in addition to developing spill response and/or emergency response procedures.

#### B. Accomplishments

IGAP has provided Portage Creek Village Council an important avenue for building our administrative capacity to meet federal grant management requirements as well as the technical capacity to work on environmental issues of concern to our Council and tribal members. The Village Council and staff have developed a complete package of policies and procedures that meet OMB Circular and EPA grant requirements. Council members and staff also participated in a training session with other villages to go over the policies and procedures and to make minor changes based on our tribal constitution and bylaws. Having program staff, including the village administrator, and council members attend EPA sponsored conferences that provide valuable information on program implementation issues as well as EPA Region 10 and national policy decisions affecting tribal environmental protection programs.

Portage Creek is a member of the Nushagak Mulchatna Watershed Council and attends regularly scheduled meetings. Our representative on the watershed council assisted with early water quality data gathering efforts and is an appointed member of the Committee to Form Non-Profit Incorporation status and Committee to Address Community Pollution Sources. The NMWC is partnering with other organizations to conduct baseline studies, such as the Lower Nushagak Water Quality Baseline Assessment, and in the process of preparing a Traditional Use Area Conservation Plan that when completed (Dec 2007) will provide a foundation for developing a watershed plan.

Through IGAP we were able to contract with a qualified firm to develop an integrated solid waste management plan. The plan was expanded to include a design for a bio-solids monofill cell to address our septage disposal constraints. We coordinated with ADEC to develop a clean up plan and soil remediation measures for an oil spill that occurred at our tank farm several years ago and hired a contractor to work with the village on preparing the plan and overseeing the cleanup.

IGAP funds were instrumental in developing community profile maps for our village. BBNA is converting the community maps for villages, including Portage Creek, to GIS that will facilitate future environmental planning efforts. Staff recently participated in a GIS class on using community profile data for environmental planning purposes.

In addition to IGAP, the Portage Creek Village Council receives compact funding and BIA IRR transportation planning funds. Our combined inflows fall below the OMB Circular audit threshold. Our Village Administrator is trained in Quickbooks and maintains all financial records in accordance with established accounting practices, and stays abreast of OMB Circular requirements. As noted above, we have a complete set of policies and procedures (financial, personnel, procurement, administrative, etc.). The firm contracted to help us develop our policies and procedures did an initial assessment to see if we would pass an audit and provided recommendations to address minor findings. We also attend BBNA Tribal Government Services sponsored workshops that cover financial management areas such as payroll and maintaining audit acceptable records.

## II. COMPONENTS

Portage Creek village is a small village with limited resources. Our goal remains to revitalize our community and incorporate environmental considerations into our community planning efforts (for example, we are in the process of preparing a transportation plan with BIA funding).

Our work plan includes four major objectives that are identified as program components to build Tribal Capacity as follows:

1. Maintain staffing and continue capacity building & training
2. Participate on the Nushagak-Mulchatna Watershed Council and network with member tribes

3. Conduct additional research on impacts of current environmental issues (mining, solid waste, etc.) and educate tribal members on findings
4. Explore funding sources available to address current environmental issues.

The Tribe has developed this proposal under the statutory authority provided by the Indian Environmental General Assistance Program Act of 1992.

### III. STATEMENT OF WORK

This section describes proposed tasks we propose to implement the goal and major components identified above. The Environmental Coordinator and the Environmental Assistant will have primary responsibility for implementing the work plan. The Village Administrator will be responsible for maintaining financial records, processing payroll, ensuring administrative requirements are met, and also participating in aspects of each component that are designed to develop the infrastructure necessary to establish and expand our environmental program.

#### Component 1: Maintain Staffing & Capacity Building (20% of 100% FTE/ \$56,900)

Personnel: Environmental Coordinator, Environmental Assistant, Village Administrator, and Tribal Council (2 members)

Description: Both environmental staff positions will continue to be funded to implement environmental programmatic tasks. The Village Administrator will maintain the financial records for the IGAP grant and provide budget oversight to ensure expenditures conform to the work plan and budget line items, and meet on a regular basis with program staff to review work plan implementation progress and budget spend down tracking. *Note:* The Village Administrator is hired by Bristol Bay Native Association primarily to plan and administer the compact funds. The village council pays BBNA a supplement, from the compact funds, for the village administrator to perform other duties as assigned by the village council. These other duties include, but are not limited to, planning and financial administration for all federal funding and project specific grants. Tribal environmental staff along with the Village Administrator and two council members will attend the ATCEM/EPA and AFE/EPA Conferences, and Region 10 Tribal Leaders Summit. Staff will also attend BBNA Environmental Program sponsored IGAP grant management related workshops; BBNA usually covers travel costs and assumed this will be the case for our IGAP proposal budgeting purposes.

Timeline: January – December

Outcomes:

- Staff and council will continue to receive training needed to enhance program development and management capabilities.

Outputs:

- Staff will attend training and workshops that they need to accomplish the objectives.
- Conferences attended will be summarized in our quarterly progress reports to EPA.
- Quarterly progress reports submitted by the Environmental Coordinator to EPA Project Officer and Tribal Council.
- Annual (interim) Financial Status Report submitted to EPA Grants Specialist and the annual Disadvantaged Business Enterprise Utilization (DBE) report to DBE Coordinator.

- Updates on IGAP grant implementation provided by program staff and village administrator at village council meetings.

Component 2: Participate on Nushagak Mulchatana Watershed Council

Personnel: Tribal Environmental staff (10% of 100% FTE/ \$4,859)

Description: Portage Creek has been an active member of the Nushagak-Mulchatana Watershed Council from the time the council organized in 1998. The council was formed to address environmental and natural resource management problems in the Nushagak drainage, meets three to four times per year, and is collaborating with other entities on various projects (water quality assessment, instream flow project, traditional use area conservation planning project, soil survey, etc.).

Task 1: Attend regularly scheduled NMWC meetings

Task 2: Participate in scheduled committee meetings (Committee to Form Non-Profit Incorporation status and Committee to Address Community Pollution Sources)

Task 3: Participate in strategy development component of the Traditional Use Area Conservation Planning Project

Task 4: Help gather environmental information needed to develop a watershed plan.

Task 5: Keep Tribal Council abreast of the watershed council's priorities, projects and actions that will have an affect on the village.

Task 6: Collaborate with tribal environmental staff from other Nushagak River villages on work tasks to be completed.

Task 7: Review second-year results of Lower Nushagak water quality baseline assessment study to evaluate any potential affects on Portage Creek and to future study needs specific to our village.

Task 8: Enter into MOU between USDA NRCS and watershed council communities for soil survey project and identify survey coverage areas for Portage Creek with NRCS staff.

Task 9: Hold meetings as needed to keep tribal members informed and to enable input on key decision points (as needed)

Timeline: January-December

Outcomes:

- A forum for the watershed council villages to collectively work together to protect water quality and habitat, with the concern with the possible mine that might go into operation in the watershed. Note: Portage Creek would like to travel to some of the places that are in the mining area.
- Networking with villages and exposure to consensus-based decision-making are other benefits derived from our participation in planning process.

Outputs:

- Watershed council and committee meetings and work completed on their behalf will be summarized in quarterly reports.
- Copies of interim and final products will also be provided (e.g. water quality baseline assessment, MOU with USDA NRCS for soil survey project, etc.)

Component 3: Research impact of current environmental issues: mining; solid waste; sewage disposal; and spill response planning and prevention. (30% of 100% FTE/ \$22,629)

Personnel: Tribal Environmental Staff

Description: Research impact of mines on villages dependent upon subsistence renewable resource economies. Pursue alternative measures to address solid waste and sewage disposal while continuing discussions with Choggiung Ltd on land issue for new dumpsite. Continue to work with ADEC on soil remediation from tank farm fuel spill if summer/fall site visit by ADEC inspector determines additional work and soil tests are needed.

Task 1: Research impacts on mines that have affected the community of Kotzebue and surrounding villages and possible other areas in the state.

Task 2: Travel to Kotzebue and surrounding villages to learn about impacts of mining on villages dependent on subsistence and income from renewable resources. Look for additional funds to travel to other villages that are affected by mines and/or to invite their environmental program staff and council member to meet with Portage Creek and share their experiences.

Task 3: Attend BBNA sponsored workshops to educate residents on ways to effectively participate in the NEPA and permitting process for mining and other large-scale development.

Task 4: Meet with Bristol Bay Housing Authority concerning their obligations (if any) to assist Portage Creek with alternatives for sewage disposal from HUD homes with individual septic tanks.

Task 5: Consult with Bristol Bay Area Health Corporation on interim measures and technical assistance available through their organization to address solid waste and septage disposal.

Task 6: Resume discussion and negotiations with Choggiung Ltd. on acquiring land suitable for constructing a new landfill and bio-solids mono-fill cell for septage disposal.

Task 6: Connect with Dillingham based recycling group that is looking at expanding their efforts to include a sub-regional approach with neighboring villages and explore partnering on grant opportunities.

Task 7: Continue to coordinate with ADEC on closing tank farm spill case file and any additional soil remediation work if determined necessary based on summer/fall 2006 site visit.

Task 8: Research ADEC and EPA requirements for spill response and emergency response plans, and contact organizations such as Yukon River Inter-Tribal Council and the Bristol Bay Area Health Corporation for technical assistance and resources available to develop plans

Task 9: Review the cleanup plan for tank farm spill for information that can be included in response plans.

Task 10: Photo document fuel drums and tanks and any other hazardous substances in the village, especially within the flood plain, notify and work with owners on safely storing drums on higher ground and ensuring large fuel tanks are able to withstand potential damage from spring breakup.

TimeLine: January-December

Outcomes:

- Increased technical capacity to find solutions to village solid waste and sewage disposal concerns
- Information and ability to begin developing a spill/emergency response plan.
- Greater awareness by residents of how to properly store fuel drums and other hazardous substances to prevent unnecessary spills to the land and water

- Closure on soil remediation component of cleanup plan for tank farm fuel spill
- Increased awareness of impacts on rural villages from mineral development and ways to effectively participate in large scale development planning and permitting processes
- Increased knowledge base to begin developing spill/emergency response plan and prevention measures

Outputs:

- Traveling to rural communities and seeing first-hand the impact mining has on surrounding landscape and village way-of-life.
- Coordination with regional organizations and agencies and other entities to address environmental issues of concern.
- Tribal Council will have information for grant applications to fund the programs that are needed for expanding the environmental program.
- Work accomplished under this component will be summarized in our quarterly progress reports to EPA.

Component 4: Explore possible funding sources to continue to address community based environmental concerns: solid waste; septage disposal; (20% of 100%FTE/ \$13,241)

Personnel: Tribal Environmental Staff

Description: Identify and seek funds from agencies to address solid waste management options and other environmental health issues such as alternatives for septage disposal and preparing an engineer approved spill response plan for our bulk fuel tank farm.

Task 1: Gather information from agencies and organizations (e.g. Bristol Bay Area Health Corporation, newly formed Dillingham based recycling group) and websites on available resources and technical assistance that can be provided at no cost. (May)

Task 2: Contact other villages for information on strategies and funding sources used to develop and implement programs to address solid waste, septage disposal, and mining related issues (August-September)

Task 3: Prepare list of potential funding sources and grant application timelines (November)

Timeline: January-December

Outcome:

- Information needed to begin intensive planning for and addressing concerns with mineral development, solid waste management, septage disposal, and engineer approved spill response plan for the tank farm.

Outputs:

- Knowledge of grant sources available and requirements
- List of funding sources and technical resources available to implement integrated solid waste management plan, including land acquisition if negotiations with Choggiung Ltd reach an impasse, and for developing an engineer approved spill response plan for the tank farm.
- Work accomplished under this component will be summarized in our quarterly progress reports to EPA

#### IV. JOINT PERFORMANCE EVALUATION PROCESS (10% of 100% FTE/ \$12,371)

Task 1: Prepare quarterly progress reports to EPA\*

Task 2: Coordinate with Tribal Administrator on program expenditures consistent with approved work plan and budget

Task 3: Keep Tribal Council updated on program developments

Task 4: Review quarterly progress reports with Tribal Council

Task 5: Communicate with EPA Project Officer on regular basis

The quarterly report /biannual performance will state accomplishments toward completion of work plan commitments, a discussion of the work performed for all work plan components, and a discussion of any existing problem areas that could affect project completion. If the EPA Project Officer, after reviewing the report, finds that the recipient has not made sufficient progress under the work plan EPA and the Portage Creek Tribal Council will negotiate a resolution that address the issue.

## V. EPA ROLES AND RESPONSIBILITIES

The EPA will have no substantial involvement in the accomplishment of the work plan commitments. EPA will monitor progress and provide technical assistance as needed to ensure project completion.



**PORTAGE CREEK VILLAGE COUNCIL: FY 2007 IGAP BUDGET****PERSONNEL:****\$56,900**

<u>Position</u>	<u>Salary</u>	<u>Total Hours</u>	
Environmental Coordinator	\$19.00/hr	1250 hrs	\$23,750
Environmental Assistant	\$17.00/hr	1950 hrs	<u>\$33,150</u>

**FRINGE:****\$11,950**

Environmental Coordinator (EC) at \$27,750 x 21% (FWH, FICA, FUTA, ESC, Work Comp)	\$4,988
Environmental Assistant (EA) at \$22,100 x 21% (FWH, FICA, FUTA, ESC, Work Comp)	<u>\$6,962</u>

**TRAVEL\*****\$25,199****IGAP: ATCEM/IGAP & AFE/IGAP (2 council members)**

Airfare (\$500 Dlg-Anch RT/person x 2 = \$1,000) x 2 conferences	\$2,000
Per Diem (\$176/day x 5 days/conference = \$880 x 2 people = \$1760) x 2 conferences	\$3,520
Car rental (\$50/day x 5 days = \$250) x 2 conferences	<u>\$500</u>

**subtotal** \$6,020**EPA Region 10 Summit; assumes Seattle (Component****(2 council members, Env Coordinator & Env Assistant, Village Administrator)**

Airfare (\$980 Dlg-Seattle RT) x 2 council members	\$1,960
Airfare (\$485 Anc-Seattle RT) x 3 staff (Env Coordinator & Assistant, Village Administrator)	\$1,455
Per Diem (\$161/day x 6 days = \$966) x 4 people	\$3,864
Car rental (\$50/day x 6 days)	<u>\$300</u>

**subtotal** \$7,579**Red Dog Mine Site Visit****(1 council member, Env Coordinator & Env Assistant, Village Administrator)**

Airfare (\$1,000 Dlg-Kotzebue RT/person) x 2 council members	\$2,000
Airfare (\$600 Anc-Kotzebue RT) x 3 staff	\$1,800
Per Diem (\$150/day x 5 days = \$750) x 4 people	<u>\$3,000</u>

**subtotal** \$6,800**Nushagak Mulchatna Watershed Council Meetings (Env Coord, Env Assistant)**

Note: locations rotate between communities

Airfare (\$550 Anch-Dlg RT x 2 staff = \$1,100) x 3 trips	\$3,300
Airfare (\$200 Dlg-Village RT x 2 staff = \$400) x 3 trips	\$1,200
Per Diem (\$50/day x 2 staff = \$100) x 3 meetings	<u>\$300</u>

**subtotal** \$4,800

\* Tribal Council members participate so as to affect future policy decisions; Village Administrator attends workshops that provide information on financial & administrative changes/requirements; IGAP staff attend for program maintenance.

**EQUIPMENT****\$0****SUPPLIES (includes freight & mailing costs; use is exclusive to IGAP Program)****\$447**

Expendable office supplies (paper products, printer ink, etc.)

**CONTRACTUAL****\$0****OTHER****\$15,504**

Registration for Conferences (\$100 per registration) x 15 participants	\$1,500
Conferences: ATCEM (5 people); AFE (5 people); Region 10 (4 people)	\$600
Phone (\$50/month for local service & long distance) x 12 months	\$840
Postage (correspondence)	\$300
Internet Fees (\$127/month for Env Coordinator & Assistant) x 12 months	\$1,524
Rent (\$525/month with utilities for Env Coordinator & Assistant Office Space) x 12	\$4,740
Village Administrator support services (financials, OMB Circulars compliance, etc.)	<u>\$6,000</u>

**Total Costs****\$110,000**